Job Hazard Analysis Benefits

- Gives direction when training new employees on safe job procedures;
- ✓ Outlines safety guidelines that must be followed;
- ✓ Identifies the personal protective equipment necessary to perform the task;
- ✓ Eliminates known hazards from a job when possible.



USDA Forest Service	1. Primar	1. Primary Job/Project:	2. Location:		3. Unit:
JOB HAZARD ANALYSIS (Instructions on reverse-Ref FSH 6709.12)	4. Name	4. Name of Analyst:	5. Job Title of Analyst:		6. Date Prepared:
7. Tasks/Procedures		8. Hazards:	9. Abalement Actions: (ENGINEERING CONTROLS; SUBSTITUTION; ADMINISTRATIVE CONTROLS; PERSONAL PROTECTIVE EQUIPMENT AND CLOTHING, ETC.)	ctions: v; ADMINISTRAT CLOTHING, ET	TIVE CONTROLS; C.)
10. Line Officer Signature:			11. Title:		12. Date:

JOB HAZARD ANALYSIS







USAG Benelux Installation Safety Office

JOB HAZARD ANALYSIS AND HEALTH EVALUATIONS

SUPERVISORS at all levels are responsible for conducting job-hazard analyses for Department of the Army and local national civilian employees (Code of Federal Regulations, Title 29, part 1910.132, subpart I and AE Regulation 385-29).

Minimum Requirements

✓ The job hazard analysis must evaluate employee working conditions and determine which occupational protective measures and occupational physical examinations are required by evaluating the hazards that affect employees at the work site or in performance of their work duties.

Basic steps for Job Hazard Analysis

- ✓ Select the job to be analyzed;
- ✓ Break the job down into a sequence of steps;
- ✓ Identify hazards and potential accidents;
- ✓ Determine preventive measures to overcome these hazards.

How do I identify potential hazards?

- ✓ Can any body part get caught in or between objects?
- ✓ Do tools, machines, or equipment present any hazards?
- ✓ Can the worker make harmful contact with objects?
- ✓ Can the worker slip, trip, or fall?
- ✓ Can the worker suffer strain from lifting, pushing, or pulling?
- ✓ Is the worker exposed to extreme heat or cold?
- ✓ Is excessive noise or vibration a problem?
- ✓ Is there a danger from falling objects?
- ✓ Is lighting a problem?
- ✓ Can weather conditions affect safety?
- ✓ Is harmful radiation a possibility?
- ✓ Can contact be made with hot, toxic, or caustic substances?
- ✓ Are there dusts, fumes, mists, or vapors in the air?
- ✓ Is the worker exposed to Karpel tunnel syndrome (computer keyboards)?
- ✓ Is the worker exposed to the eye strain (computer monitors)?

How do I determine preventive measures?

The final stage in a Job Hazards analysis is to determine ways to eliminate or control the hazard identified.

✓ Eliminate the hazard

this is the most effective measure. These techniques should be used to eliminate the hazards:

- choose a different process;
- modify an existing process;
- substitute with less hazardous substance;
- improve environment (ventilation);
- modify or change equipment or tools.

✓ Contain the hazard

if the hazard cannot be eliminated, contact might be prevented by using enclosures, machine guards, worker booths or similar devices.

✓ Revise work procedures

consideration might be given to modifying steps which are hazardous, changing the sequence of steps, or adding additional steps (such as locking out energy sources).

✓ Reduce the exposure

this is the least effective measure and should only be used if no other solutions are possible. One way of minimizing exposure is to reduce the number of times the hazard is encountered. The use of appropriate personal protective equipment may be required. To reduce the severity of an accident, emergency facilities, such as eyewash stations, may need to be provided.